

TOWN OF TUPPER LAKE TOWN BOARD MEETING

May 15, 2014

Roll Call: Supervisor Patricia S. Littlefield
 Councilman John Quinn
 Councilman Michael Dechene
 Councilwoman Kathleen Lefebvre
 Councilman Rick Skiff

Recording Secretary: Laurie J Fuller – Town Clerk

Press: Dan McClelland – Tupper Lake Free Press
 Shaun Kittle – Adirondack Daily Enterprise

Also: Paul O’Leary – Assessor/Code Officer
 Mike Fritts – Youth Activity Director
 William Dechene – Highway Superintendent
 Paul Besaw – Littlewolf Caretaker
 Kirk Gagnier – Town Attorney

Guest: Tish Biesemeyer- Burnham Benefit Advisors
 Ian Coryea – Burnham Benefit Advisors
 Michelle Clement – Chamber of Commerce
 Carl Steffen – TL Fire Department Chief
 Peter Day – resident
 Eric Shaheen – resident

Supervisor Littlefield called meeting to order at 7:00 p.m. opening with the Pledge of Allegiance.

Supervisor Littlefield ask for a moment of silence in honor of a former Town Board Member, Robert Gillis who passed away last Tuesday.

Supervisor Littlefield also announce to the public the town clerk Laurie Fuller attended the New York State Town Clerks Conference and was elected as a District Director for District #9, she acts as a liaison for four counties Franklin, Essex, St. Lawrence and Clinton. Board members congratulated her.

1. Tish Biesemeyer & Ian Coryea
 Burnham Benefit Advisors:

Tish Biesemeyer & Ian Coryea, from Burnham Benefits specialize working with Municipalities on their employee benefits, hoping to add Town of Tupper Lake to their other towns and village clients list that they represent. Ian Coryea did presentation; introducing firm, showing how they operate and how they separate themselves from their competition. The Town was with Burnham Company a few years ago, switching in 2011.

2. Letter from Larry Reandeau
 regarding Setting Pole Dam:

Larry could not be present for meeting. Dan McClelland read letter. Larry “strongly believes we need to continue the ownership of Setting Pole Dam as we have been since the 1930’s. Our own local government can look out for our best interest better than any power company. Ownership means everything.”

“I suggest the town board consider adopting a resolution for the present and future town boards to ensure ownership of Setting Pole Dam remains with our town and thus securing Tupper Lake’s future for stable waterways.”

3. Peter Day
 Concerns on new Emergency Building:

Peter Day spoke to town board members about his concerns on the cost of the new Emergency Service Building. It is his understanding that the town officials have been in recent discussions with the village board about how to pay for the joint fire and police department building proposed for the site on Santa Clara. At the last village board meeting it was announced that they were not getting the \$1.3 million grant consultant Sean Foran

promised , Mayor Maroun has secured a \$500,000. State Grant through his employer Senator Betty Little. Mr. Day believes the cost of new emergency building is way too high. Supervisor Littlefield stated that there have been no meetings between the town and village boards to discuss funding.

Councilman Lefebvre stated she was amazed that the village was planning construction of the building without getting finances in order.

4. Michelle Clement
Recreational Guide:

Michelle Clement, Events Coordinator for the Chamber of Commerce has devoted many hours in recent months to develop the Chamber of Commerce's new four colored recreation guide. The guide shows Tupper Lake is a four-season community when it comes to local events and tourist visits. The new publication was made possible by the generous support of many local and area businesses. 15,000 copies will be delivered to the Town Hall and distributed out to may locations to promote Tupper Lake.

Board members thanked Michelle for a great job.

5. Resolution #19/2014
Rules of Order for Town board Meetings:

RESOLUTION #19 / 2014

FOR RULES OF ORDER FOR TUPPER LAKE TOWN BOARD MEETINGS

It is the intent of the Town Board of Tupper Lake to conduct the business of the Town in an open, fair and professional manner.

In order to do so, the Board wishes to follow the recommendation of the Association of Towns of the State of New York and adopt a written policy regarding the procedures that will govern the conduct of Town Board meeting.

We therefore adopt the following set of policies and procedures which are based on widely accepted rules of parliamentary procedure as the rules of order for the Town Board,

The Supervisor shall preside at all meetings of the Board and shall preserve order and decorum in debate. In the absence of the Supervisor, this responsibility will fall to the Deputy Supervisor.

The Supervisor will conduct each regular meeting of the Board according to the following order of business:

1. Call Meeting to Order
2. Pledge of Allegiance
3. Set Agenda
4. Acceptance of minutes of previous meeting or meetings
5. Personal Appearance (a public hearing of any member of the general public in attendance at the meeting on any subject in which the Town or its government is concerned according to the policies adopted by the Board for public comment) Each person will be allowed 10 minutes unless otherwise noted.
6. Reception of petitions and other communications addressed to the Town board including written and electronic communications (e-mail);
7. Auditing of account and claims; and report of Town Supervisor which will include the report of monthly cash disbursements;
8. Reports of the Town Clerk/Tax Collector and the Highway Superintendent;
9. Report of other town officers and officials (building inspector, Animal control, Beach/Campsite Caretaker and Recreational Director) as may be required
10. Reports from the Zoning and Planning Board, and Board of Appeals by committee chair or board liaison; as may be required
11. Reports from Town Board sub-committees;
12. Consideration of outstanding old business;
13. Consideration of new Business
14. Public Comment (3 min.)
15. Executive Session as may be required
16. Adjournment

This order of business may be revised at any meeting by a majority vote of the Board.

Any member may present a resolution or motion for consideration by the Board.

Every resolution or motion must be seconded before being debated and brought to a vote by the Supervisor. All resolutions and motions, including those that fail to get a second, shall be recorded in their entirety in the official minutes of the Town Board.

The Supervisor may offer or second a resolution or motion and need not relinquish the chair for such purpose.

No motion or resolution may be brought to a vote except by the consent of the majority of those board members present unless printed copies thereof are available to each member of the Board 48 hours prior to the opening of the meeting at which such motion or resolution is offered. For this purpose, a printed copy delivered to the Town Hall or electronic transmission to the e-mail address on file with the Town Clerk shall suffice.

In debate of motions and resolutions no members will speak more than once on any question until every member choosing to speak shall have spoken and no more than twice in any case without leave of the Board.

When a question is under debate, no motion shall be entertained unless (a) for an adjournment or recess (b) for the previous question to be tabled, (c) to postpone to refer to a committee or (d) to amend the main motion. These latter motions are neither amendable nor debatable.

No motion shall be made to offer any amendment to an amendment already before the Board on any proposition.

A majority vote of all the members of the Board shall be required to suspend these rules of order.

A majority of the board shall constitute a quorum.

If the above stated rules are or become at any time in conflict with the statutory law, the statutory law shall take precedent.

PUBLIC HEARING AT REGULAR AND SPECIAL SESSIONS OF THE TOWN BOARD

The Town Board of the Town of Tupper Lake is committed to uphold the spirit and the letter of the Open Meeting Law.

It is the intention of the Town Board that the business of the Town be conducted in a spirit of cooperation and with appropriate professionalism and decorum. It is also the intention of the Board that members of the general public have ample opportunity to comment and offer opinions on matters of concern to the Town and its government at meetings of the Town Board.

With these goals in mind, the following policies and procedures are adopted for public hearings at regular and special sessions of the Town Board.

Every regularly scheduled meeting of the Town Board will include a public hearing period during which any member of the general public may address the meeting on any topic of relevance to the Town or its government.

A sign-in sheet will be available at the entrance to the meeting room 30 minutes prior to the official start time of the meeting. Anyone wishing to address the meeting during the public hearing will be requested to sign-in. Speakers will be recognized by the chair in the order in which their names appear on the sign-in sheet.

Anyone wishing to address the meeting who has not signed-in before the meeting is called to order may do so, upon being recognized by the chair, after all those on the sign-in sheet have spoken. Speakers who have not signed-in are requested to state their full name before addressing the meeting so that the clerk may properly record the comment for the minutes.

Comments will be directed to members of the Board and not to any individual or group in attendance at the meeting.

Each speaker will limit their initial remarks to three minutes.

After all who so request have an opportunity to speak, and upon being recognized by the chair, each speaker who wishes may offer one follow-up comment. Follow-up comments are limited to two minutes.

Speakers may address the meeting further only with the consent of the majority of the Board.

Members of the Board may ask for clarification, but otherwise will not engage in debate or discussion with a speaker during the public hearing session.

Speakers and Board Members will, at all times, maintain a courteous and respectful tone and avoid shouting, profanity and comments of a personal nature.

Should a speaker's behavior become disruptive, they will be asked to leave the meeting.

Date: May 15, 2014

Motion: Councilman Dechene

Seconded: Councilman Skiff

Action: Carried 5/0 Littlefield, Quinn, Dechene, Lefebvre, Skiff

Laurie J Fuller – Town Clerk RMC

6. Approve Minutes:

Town Clerk provided each board member a drafted copy of minutes for meetings dated March 13th and April 10th 2014 for approval.

Motion to approve minutes as written for meetings dated March 13th & April 10th 2014 was made by Councilman Quinn.

Seconded by Councilwoman Lefebvre

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Lefebvre & Skiff

7. Approve Code Officer, Youth Activity Director

Dog Control Officer & Highway Superintendent reports:

Code Officer

Monthly Report April 2014

4 Building Permits issued in April

1 Complaint filed

Completed 5 field inspections

April 2014 miles logged 61

I continue to fill-in for Village Code Officer Pete Edwards.

Please contact me with any questions or concerns.

Respectfully submitted:

Paul O'Leary
Code Enforcement Officer
Town of Tupper Lake

Youth Activity Director

Recreation Report for May, 15, 2014

SIGN FOR LITTLE WOLF BEACH

I know we have talked a bit in the past about making the sign to Little Wolf Beach more visible. I am meeting this week with a local sign maker to brainstorm ideas. I would also like your input as well especially in regards to placement. One option would be to leave it where it is but move it closer to the road. Another option would be to move it across to the other side of Washing Street where visibility would also be improved. And a third option might be to place it on town property at the train station.

MOWER UPDATE

The mower is finally on its way. Mularney's Garden Center in North Bangor was able to procure the model we were looking for. It should be in by Monday.

INTERN

Katie Stuart will be working with me as an intern this summer. Katie is currently attending Keuka College concentrating on a major in Communication Management. Ms. Stuart will be helping to coach girls' softball as well as soccer. She will also help out at summer day camp and assist with various summer events.

SPORTS UPDATE

Baseball and softball are set to go next week. The girls softball continues to enjoy strong numbers whereas baseball continues to be a struggle. Those numbers are at the same level as last year however participation still seems to be lacking.

ZOMBIE WALK UPDATE

I met with village officials to discuss our proposed idea. I have met with Chief Proulx and am sending in an application to the state DOT to close Park Street, (where trick-or-treating is held), for an hour. Sally at the Adirondack State Theater is going to allow us to use her space to show a movie.

LITTLE WOLF HAPPENINGS

Here is a copy of the first edition for this year's Little Wolf Times. We have an extended list of events this summer and I encourage you to check out the calendar online.

ZUMBA

Britni Casagrain will once again be holding a Zumba session down at the pavilion this summer. This was wildly successful last summer and she has built up quite a following.

DAY CAMP

I'd ask board to approve the hiring Natasha Brown as day camp counselor. One our veteran's called this week to say she had accepted another job that allows her to be employed for the entire summer.

OLDER YOUTH BASEBALL

Dan Brown with the school district has asked to use the town to start up a baseball program for kids who have aged out of the youth program. He said he has a donor lined up to help him get started with the program but that donor requests the money be kept with a group/organization rather than an individual. I told him it would probably be fine so long as we can make this a town program as well. In return I could help facilitate the program and might even have some gear that isn't utilized that he could use.

Dog Control Officer

Town of Tupper Lake
Dog Control Report

For the Month of: April

Date: 5-1-2014

Complaints Received	1
Complaints Answered	1
Dogs Captured	0
Dogs return to owner	0
Dogs turned over to DCO	0
Dogs transported to Humane Society	0
Dogs Adopted	0
Dogs Euthonized	0
Dogs treated by Vet	0
Dangerous Dog Complaints	0
Tickets issued	0

Mileage 6 DCO Shaheen R Shaheen

Report prepared by Shaheen R Shaheen DCO

Motion to approve Code Officer, Youth Activity Director, Dog Control Officer and Highway Superintendents report as submitted was made by Councilman Dechene.

Seconded by Councilman Skiff

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Lefebvre & Skiff

8. Approve Application for Road Crossing:

Motion to approve Application for Road Crossing as per requested by William Dechene, Town Highway Superintendent was made by Councilman Quinn.

Seconded by Councilman Skiff

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Lefebvre & Skiff

9. Approve Annual Tinman Triathlon
Resolution #18 /2014

RESOLUTION #18 – 2014

WHEREAS: the Annual Tupper Lake Tinman Triathlon, sponsored by the Tupper Lake Chamber of Commerce is slated for Saturday, June 28, 2014 and:

WHEREAS: at a Regular Town Board Meeting held May 15, 2014, the Town Board passed a resolution to approve special use permit, allowing the Tinman Triathlon to use designated roads for the bike and run course June 28th, 2014 event.

Date: May 15, 2014

Motion: Councilman Quinn

Seconded: Councilman Skiff

Action: Carried 5/0 Littlefield, Quinn, Dechene, Lefebvre, Skiff

Laurie J. Fuller – Town Clerk RMC

10. Approve License Contractor Bids:

5/15/2014

Date

Bid opening for:

Sole Licensed Contractor with proof of liability

Name	Submitted Bid
CM Carpentry	\$30.00/hr.
Joseph Salamy	\$28.00/hr.

Date of Opening 4/21/2014

Time of Opening 12:00 p.m.

Motion: Councilman Quinn

Seconded: Councilwoman Lefebvre

Abstain: Councilman Dechene

Action: Carried 4/1 Littlefield, Quinn, Lefebvre, Skiff

Bid was awarded to Joseph Salamy @ \$28.00 / hr.

Town Clerk

Town of Tupper Lake
120 Demars Blvd.
Tupper Lake, NY 12986

11. Approve Hiring Day Camp Counselor:

Youth Activity Director Mike Fritts stated that day camp counselors, Kelly Doolen that was hired for the 2014 season has accepted another job, would like permission to hire Natasha Brown as a day camp counselor at a rate of \$9.00/hr. to fill that spot.

Motion to hire Natasha Brown as a day Camp Counselor at a rate of \$9.00/hr. was made by Councilman Dechene.

Seconded by Councilwoman Lefebvre
All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Lefebvre, Skiff

12. Approve Setting Pole Dam Appraisal:

The final appraisal report for Setting Pole Dam was received April 12, 2014 from Richard Ley of Advanced Appraisals.

REAL ESTATE APPRAISAL REPORT

of property reputedly owned by

TOWN OF TUPPER LAKE

situated along

**SETTING POLE DAM ROAD TOWN
OF TUPPER LAKE FRANKLIN
COUNTY, NEW YORK**

tax parcel no.

489.-1-3

requested by

TOWN OF TUPPER LAKE

valuation date

MARCH 4, 2014

prepared by

ADVANCED APPRAISALS

ADVANCED APPRAISALS

COMMERCIAL VALUATION DIVISION

26F Congress St, Suite 102

Saratoga Springs, New York

(518) 899-1191

April 12, 2014

Patricia Littlefield, Town Supervisor
TOWN OF TUPPER LAKE
120 Demars Boulevard
Tupper Lake, New York 12986

RE: APPRAISAL OF SETTING POLE DAM
TAX MAP #: 489.-1-3
TOWN OF TUPPER LAKE, FRANKLIN COUNTY, NEW YORK

Dear Ms. Littlefield:

Pursuant to your request, I have made a personal inspection and have prepared an appraisal of the above captioned property for the purpose of estimating the market value of the fee simple interest. As a result of my research and analyses, it is my conclusion and opinion that the market value of the fee simple interest of the subject property, as of March 4, 2014 was,

SEVEN HUNDRED THOUSAND DOLLARS

***** (\$700,000) *****

Patricia Littlefield, April 12, 2014, Page 2

This report has been prepared in conformance with the Uniform Standards of Professional Appraisal Practice as promulgated by the Appraisal Foundation.

If you have any questions, please do not hesitate to contact me. I appreciate being asked to serve in this matter.

Respectfully submitted,
ADVANCED APPRAISALS

A handwritten signature in cursive script, appearing to read "Richard Ley".

Richard Ley
NYS Certified-General Appraiser
Certificate #

Motion to approve appraisal as submitted was made by Councilman Quinn.

Seconded by Councilman Skiff
All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Lefebvre, Skiff

13. Approve Abstract of Audited Vouchers:
Abstract #5

Town of Tupper Lake
Abstract #5 – May 15, 2014

Vouchers #2014-0261 – 2014-0333 & 2014-0337

Fund			Prepaid/Debit	Unpaid	Total
General	200.01		\$31,827.68	\$15,510.82	\$47,338.50
Highway	200.03		-	\$3,007.94	\$3,007.94
Highway Outside	200.04		-	\$6,535.82	\$6,535.82
Fire District	200.06		-	-	-
Sewer #5	200.1		\$201.44	\$286.28	\$487.72
Sewer #8-1	200.12		-	\$5.52	\$5.52
Sewer #8-2	200.13		\$14.02	\$51.66	\$65.68
Sewer #17	200.15		-	\$93.69	\$93.69
Sewer #17-1	200.16		\$58.73	\$197.38	\$256.11
Sewer #17-2	200.17		\$115.45	\$79.32	\$194.77
Sewer #23	200.19		-	\$922.44	\$922.44
Water #3	200.21		\$199.34	\$168.82	\$368.16
Moody Lighting	200.31		\$660.80	\$552.59	\$1,213.39
Water #15	200.36		\$82.47	\$52.54	\$135.01
Total For Abstract			\$33,159.93	\$27,464.82	\$60,624.75

Motion to approve Abstract #5 of Audited Vouchers in the amount of \$60,624.75 was made by Councilman Skiff

Seconded by Councilman Dechene

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Lefebvre, Skiff

14. Economic Development ideas:

Councilman Quinn brought two good economic development ideas to the board table.

First installation of showers in the locker rooms at the school district-owned Tupper Lake Civic Center. Second would be winterizing of the club house at the Tupper Lake Golf Course to accommodate cross-country skiing and other winter time sports.

Councilman Quinn suggested contacting Community Development Consultant Melissa McManus to search for grant funding for project.

15. Committee Reports:

Supervisor Littlefield introduced new Littlewolf Campground/Beach Caretaker, Paul Besaw. He is ready to open for the 2014 season.

Councilman Dechene reported the work at the Pro Shop is completed after damage from flooding.

Councilwoman Lefebvre reported there was some confusion about plans to replace a portion of the roof at the Aaron Maddox Hall. The Adult Center secured three bids for job, but now some members are thinking the town should undertake project. Last month's board meeting Dianne Connor representing the Adult Center told board members her group was going to undertake the work.

Supervisor Littlefield suggested Town Attorney Kirk Gagnier look into this, maybe have something in writing.

16. Executive Session:

Motion to enter into executive session with Town Attorney to discuss CSEA Union Contract at 8:56 p.m.

Motion to enter out of executive session at 9:15 p.m. with no action taken was made by Councilman Quinn

Seconded by Councilwoman Lefebvre

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Lefebvre, Skiff

17. Adjournment:

Motion to adjourn at 9:16 P.M. was made by Councilman Quinn

Seconded by Councilman Skiff

All Town Board Members voted AYE 5/0 Littlefield, Quinn, Dechene, Lefebvre, Skiff

Laurie J Fuller – Town Clerk RMC